



BOARD MINUTES

WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

April 8, 2018

DATE APPROVED: May 13, 2019

Christine Husom,	District 1
Darek Vetsch,	District 2
Mark Daleiden,	District 3
Michael Potter,	District 4
Charles Borrell,	District 5

I. PLEDGE OF ALLEGIANCE

The Wright County Health & Human Services Board met in regular session at 1:32 p.m. with Husom, Vetsch, Potter and Borrell present. Daleiden was absent.

STAFF PRESENT:

Jami Goodrum Schwartz, Director
Christine Partlow, Business Manager
Jill Pooler, Social Services Manager
Kimberly Johnson, Financial Services Manager
Michelle Miller, Social Services Manager
Sarah Grosshuesch, Public Health Director
Christina Klaphake, Collection Officer
Craig VanHorrick, Accounting Clerk
Dianna Zubrod, Accounting Clerk
Janice Paumen, Collection Officer
Kate Dahl, Fiscal Supervisor
Kathy Patterson, Accounting Technician
Krista Erickson, Social Work Intern
Lisa Bredeson, Financial Services Supervisor
Marcus Yang, Accounting Technician
Marissa Zahler, Social Work Intern
Marsha Kutz, Fiscal Officer
Richelle Kramer, Social Services Supervisor
Samantha Shelstad, Social Worker
Shelley Stotko, Collection Officer
Whitney Moran, Office Technician II
Noami Blomberg, Administrative Specialist

OTHER:

Jennifer Letellier, RN Student, Maple Grove Hospital
Jennifer Sackey, RN Student, Maple Grove Hospital

II. MINUTES APPROVAL

Correction: Item #6 under VII, A – replace “accept Resolution HHS 19-04” with “cancel March 25, 2019 HHS Board meeting.”

ACTION: Borrell moved, Vetsch second, to approve March 11, 2019 minutes. Motion carried.

III. REVIEW AND APPROVAL OF AGENDA

ACTION: Vetsch moved, Potter second, to approve the agenda. Motion carried.

IV. CONSENT AGENDA

A. APPROVE 2ND HALF OF 2019 & JANUARY 2020 HHS BOARD MEETING

Meeting dates: every 2nd & 4th Monday of the month, 1:30 - 2:30 pm

July 8 August 12 September 9 October 14 November 12 (Tue) December 9

July 22 August 26 September 23 October 28 November 25 December 23
January 13, 2020

ACTION: Vetsch moved, second by Borrell, to approve the consent agenda. Motion carried

V. NEW STAFF INTRODUCTION

- A. Dianna Zubrod, Accounting Clerk, Fiscal effective March 18, 2019
- B. Samantha Shelstad, Social Worker, Intake & Assessment effective March 18, 2019
- C. Marcus Yang, Accounting Technician, Fiscal effective April 1, 2019

VI. EMPLOYEE OF THE MONTH – MAY

Whitney Moran is the April Employee of the Month

VII. REGULAR AGENDA

A. Social Services/Public Health/Financial Services

1. APPROVE RESOLUTION HHS 19-05 MARCH DONATION

ACTION: Borrell moved, Vetsch second, to accept Resolution HHS 19-05. Motion carried 4-0 on a roll-call vote.

**2. RETIREMENT: JAN PAUMEN, COLLECTION OFFICER EFFECTIVE APRIL 11, 2019
(GOODRUM SCHWARTZ, PARTLOW, DAHL)**

Presented the plaque of service to Paumen for her 32 years of exemplary service. Paumen worked in Wright County since July 1987 as a collection officer and was commended by her team for her wide range of knowledge on programs and her mentorship skills.

RECOMMENDATION: publish a public service announcement on Paumen's retirement.

**3. APPROVE OUT-OF-STATE TRAVEL: THE TURN DRUG COURT, JULY 13 - 17, 2019
(RICHELLE KRAMER)**

Kramer will attend a drug court conference in Maryland in July 2019 with travel expenses and fees funded by Federal grant through [The Turn Program](#).

ACTION: Borrell moved, Vetsch second, to approve Kramer's out-of-state travel. Motion carried.

**4. PROCLAMATION: NATIONAL PUBLIC HEALTH WEEK APRIL 1-7, 2019
(GROSSHUESCH)**

Read the National Public Health Week as proclaimed by Governor Walz. This year's theme is Creating the Healthiest Nation: For science. For action. For health."

ACTION: Potter moved, Borrell second, to adopt the National Public Health week proclamation.

**5. REQUEST TO APPLY: MN DHS WHOLE FAMILY SYSTEMS GRANT APPLICATION
(GOODRUM SCHWARTZ)**

Requested Board approval for WCHHS to apply for the Department of Human Services' (DHS) Whole Family System's grant, focusing on housing in the Monticello, St. Michael and Albertville areas. WCHHS, in agreement with various agencies, identified homelessness as the top priority in Wright County. The grant is 250K to 400K dollars a year, renewable every five years. WCHHS' intent in applying for this grant is to develop initial planning from in July 2019 to June 2020.

This project requires a core team for planning and development, with WCHHS serving as the facilitator. This also requires one new FTE staff to support organizations and service providers, and to collaborate fund raising and other resources. The new 1FTE position will be fully funded by the grant.

ACTION: Potter moved, Vetsch second, to approve WCHHS' application for the Whole Family Systems grant.

RECOMMENDATION: HHS Board to submit a letter of support by April 22nd to DHS for the grant funding.

6. REVIEW 2019-03-27 HHS ADVISORY COMMITTEE MINUTES (GOODRUM SCHWARTZ)

Highlighted HHSAC's recommendation for a resolution to support the new building. HSAC also motioned to develop a resolution against legalization of marijuana due to potential impact on the County's economy and overuse.

Goodrum Schwartz will present future HHSAC meeting minutes to the HHS Board for review.

7. REQUEST TO CANCEL APRIL 22, 2019 HHS BOARD MEETING

ACTION: Potter moved, Vetsch second, to cancel April 22, 2019 HHS Board meeting. Motion carried.

B. Administration

1. DIRECTOR'S COMMENTS

Hand-out: Hennepin County letter proposing to rewrite Ordinance 21-Retail Tobacco Sales for consistency across other cities and counties in Minnesota in raising the minimum legal age for tobacco products from age 18 to 21 years old. Wright County currently has not adopted the T21 legislation. Wright County and Hennepin County have split jurisdictions in the City of Rockford and other cities along their shared borders.

Handout: wages and housing inflation study in the Central MN area.

MNCHOICES 2.0, a simplification assessment tool developed by DHS, is delayed for at least two years.

WCHHS, in collaboration with Court Administration and County Attorney, will develop a Request for Proposal (RFP) for guardianship recruitment due to lack of guardians in Wright County.

Congratulated the Fiscal Team for its perfect performance in meeting the DHS financial reporting requirements for calendar year 2018, per letter of commendation from DHS Commissioner Lourey.

The meeting adjourned at 2:14p.m.

Respectfully submitted by Naomi Blomberg, HHS Administrative Specialist